



The MISSISSAUGAS OF THE CREDIT FIRST NATION
Is accepting applications for the Summer Student- Contract position of
"Summer Student – Heritage/Cultural Coordinator
Closing Date: May 9, 2024 @ 12:00PM

Job Summary:

- The **Heritage/Cultural** is overseen by the Cultural Committee and supervised by the **Cultural Committee Chair/Co-Chair or designate**
- Under the direction of the Cultural Committee & Library Committee the Heritage/Cultural Coordinator will be responsible for the development, promotion and the delivery of the MCFN Annual Three Fires Homecoming Pow Wow.

Education and Experience

- Currently enrolled in Post-Secondary with keen interest in Event Management, Tourism, Marketing or Business Administration. Must be enrolled full time for 2023/2024 academic year and returning to school full time in September 2024

Knowledge/Skills/Abilities

- Adaptable, flexible work schedule
- Ability to work with minimal supervision
- Ability to listen to instructions and take direction from supervisor
- Ability to manage time efficiently and adhere to deadlines
- Good communication skills – written and verbal
- Trouble shooting skills
- Sound decision making skills
- Ability to work outdoors, sometimes in adverse weather (pollen, rain, heat)

Assets

- Aged 18 (Eighteen) to 30 (Thirty)
- Must be Mississaugas of the Credit First Nation Members.(funding requirement)
- Current Safe Food Handler's Certification (or willing to complete)
- Current Standard First Aid Level C with Infant/Child CPR and AED training. (or willing to complete)
- **Successful candidates who are over the age of 18 will be required to have Current Criminal Records Check including vulnerable sector check and Health Assessment (these costs will be reimbursed by Employment & Training).**

Other Requirements

- Positive Results of a Criminal Records Check

Compensation

- Wages \$20.00/hr (37.5 hours per week)
- Duration: up to 9 weeks beginning May 13 – August 31, 2024

Please submit your completed Employment & Training Intake Package, cover letter, resume, proof of educational qualifications and three current references to:

alisha.anderson@mncfn.ca

The Mississaugas of the Credit First Nation
Attention: Personnel Committee
2789 Mississauga Road
Hagersville, ON
NOA 1H0

Applications will also be accepted by fax at 905-768-1225 or via email at the address listed below.

A detailed job description is available at the Administration Building or by email at:

alisha.anderson@mncfn.ca